

Flexible Spending Accounts (FSA)

Benefits are offered through ASIFlex

Flexible Spending Accounts (FSA) offer you a way to save money on your health care and/or dependent care (daycare) expenses. The money you deposit into the spending accounts is deducted pre-tax from your paycheck in equal amounts 24 times throughout the year (12 times for monthly payroll). Most people save at least 25% on each dollar that is set aside through the FSA program. The State of Nebraska offers you two flexible spending accounts: the Health Care FSA and the Dependent Care FSA. You must enroll each year to participate in the flexible spending accounts.

Important Facts about FSA's

- You can participate in the Health Care FSA, the Dependent Care FSA, or both.
- You can only enroll during your first 30 days of eligible employment or during Open Enrollment.
- You cannot enroll or change your FSA election mid-year unless you experience a qualifying life event that affects your FSA contribution.
- You must re-elect your FSA contribution every year during Open Enrollment.
- Estimate your expenses carefully — any money left in your account after end of plan year will be forfeited.
- Money cannot be transferred from the Health Care FSA to the Dependent Care (Daycare) FSA and vice versa.
- ASI Flex will send all new participants a welcome letter to your home address on record.
- Cannot contribute to an FSA Healthcare and an HSA during the same plan year.
- To learn more about FSA's and eligible expenses, go to ASI Flex website at www.ASIFlex.com or visit the Employee Wellness & Benefits Resources, www.link.nebraska.gov.

Save Money with an FSA

Here's how you can save money when you use an FSA. As you can see, an employee who earns \$30,000 annually and uses the plan to cover \$1,500 in eligible expenses would save \$415 by using the FSA plan.

Let's assume...	With FSA	Without FSA
Annual Base Pay	\$30,000	\$30,000
Total Annual Contribution	\$1,500	\$0
Taxable Income	\$28,500	\$30,000
Federal Income Tax (20%)	\$5,700	\$6,000
Social Security(FICA) Tax (7.65%)	\$2,180	\$2,295
Total Tax	\$7,880	\$8,295
After-tax Eligible FSA Expenses	\$0	\$1,500
Take Home Pay	\$20,620	\$20,205
Annual Tax Savings	\$415	\$0

Additional FSA Tools

Visit www.ASIFlex.com today!

- **FlexMinder** - Monitor your UHC health plan to identify carrier claims with qualified out-of-pocket health care expenses that can be reimbursed from your health care FSA. You can direct FlexMinder, with just a click, to prepare and submit FSA claims. To learn more and to sign up, login to your ASI Flex account and click on the FlexMinder icon.
- **ASI Flex Mobile App** - Check your FSA balance and file claims from your mobile device. Available on-line or from Google Play Store or the App Store.
- **ASI Flex Card** - Visit the ASI website at ASIFlex.com/debitcards for more information on use of the card and to view a list of merchants where you can use your ASI Flex Card.



Dependent Care FSA (Daycare)

The Dependent Care FSA allows you to use tax free money to pay for dependent care expenses that enable you to work. This includes eligible day care, before and after- school expenses for a child under age 13, or an older dependent who lives with you at least 8 hours per day and requires someone to assist with day-to-day living.

How it works:

- IRS maximum annual contribution is \$5,000 per household for the calendar year.
- You can use your dependent care FSA for eligible expenses incurred from July 1, 2016 to June 30, 2017.
- You have until October 31, 2017 to file a claim for reimbursement. Any balance left in your account after October 31, 2017, will be forfeited.
- You are only reimbursed up to the amount you have contributed at the time your claim is processed.
- Amounts requested above your account balance will automatically be reimbursed as subsequent contributions from your paycheck become available.

Eligible Dependent Care Expenses include day care, baby-sitting, and general purpose day camps.

Ineligible Dependent Care Expenses include overnight camps, care provided by your spouse or your child under the age of 19, and care provided while you are not at work.

Dependent Care FSA vs. Dependent Care Tax Credit

The money you contribute to the Dependent Care FSA reduces the amount of dependent care expenses you can claim on your federal income tax. You may want to talk with a tax professional to determine if the Dependent Care FSA or the federal tax credit provides you with the greatest savings.

Health Care FSA

The Health Care FSA reimburses you for eligible out-of-pocket health care expenses not covered by any health, dental or vision care plan you may have.

How it works:

- Your maximum annual contribution is \$2,550 for the plan year.
- Your minimum annual contribution is \$120.00.
- You will receive a debit card. If you do not want the card, contact ASI to cancel.
- Claims must be incurred between July 1, 2016 and June 30, 2017.
- You have until October 31, 2017 to file a claim for reimbursement. Any balance left in your account after October 31, 2017, will be forfeited.



SAVE YOUR ITEMIZED RECEIPTS
From your FSA Healthcare debit card transactions.

Eligible Health Care Expenses –

Go to www.asiflex.com and click on the FSA Store icon and the Eligible Expenses tab to learn more.

- Deductibles, copays and coinsurance for health care, prescription drugs, dental and vision care
- Out-of-pocket dental expenses - exams, fillings, crowns, implants, dentures, orthodontics, denture cleansers and adhesives
- Over-the-counter products - bandages, family planning, braces/supports, first aid supplies, etc.
- Over-the-counter medicine eligible with a prescription include pain relief, allergy relief, cold/cough/flu remedies, antibiotics, anti-gas products, etc.

Ineligible Health Care Expenses –

See website for detailed listing

Examples of expenses not reimbursable under the Health Care FSA:

- Insurance premiums
- Cosmetic procedures (i.e., facelifts, teeth whitening, veneers)
- Clip-on or nonprescription sunglasses
- Toiletries
- Long-term care expenses
- Drugs, herbs or vitamins for general health and not used to treat a medical condition

Go Green!

Save paper and time. Sign up for account notices to be sent through email and/or text messaging. You may also receive all reimbursements via direct deposit.

